



## Town of Burlington

### **BURLINGTON BOARD OF FINANCE REGULAR MEETING September 19, 2018**

A meeting of the Burlington Board of Finance was held on Wednesday, September 19, 2018, at the Town Hall. Board members present were: Chairman Anthony DiNicola, John Achilli, Sue Brault, Gerald Mullen, Donald Desiderato and John Kirschner. Also in attendance was Finance Director Eleanor Parente.

Chairman DiNicola called the meeting to order at 7:30 p.m.

#### **Minutes**

Minutes from the previous meetings were reviewed. On a motion made and seconded by Mullen/Brault, it was unanimously VOTED TO:

*Amend the August 30, 2018 minutes to add: Transfer unexpended expenses for 2017-18 to Contingency Fund.*

On a motion made and seconded by Achilli/Mullen, it was unanimously VOTED TO:

*Amend the August 30, 2018 minutes to add: Transfer 2017-18 unexpended funds from Contingency Fund to designated reserve accounts.*

Minutes from the May 16, 2018 regular meeting, May 23, 2018 public hearing meeting, May 23, 2018 special meeting, May 30, 2018 special meeting, June 5, 2018 special meeting and amended minutes from the August 30, 2018 special meeting were reviewed. On a motion made and seconded by Desiderato/Achilli, it was unanimously VOTED TO:

*Approve all the above minutes as presented.*

#### **Citizens Comments**

None.

#### **Correspondence**

None.

#### **Financial Report**

Mrs. Parente presented and reviewed with the Board key financial reports for July and through June 30, 2018. Copy of approved transfers and money moved from the 2017-18 Budget was distributed.

Discussion covered 2018-19 fiscal year-to-date. Clarification from Town Treasurer is needed to validate reports.

On a motion made and seconded by Brault/Mullen, it was unanimously VOTED TO:



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*Accept 2017-18 fiscal year budget.*

Following the review, on a motion made and seconded by Brault/Mullen, it was unanimously VOTED TO:

*Accept the June 30, 2018 Financial Report as presented.*

### **Tax Collector's Report**

The Board reviewed and discussed 2017-18 Tax Collector's Report. On a motion made, seconded by Brault/Desiderato, it was unanimously VOTED TO:

*Accept the 2017-18 Tax Collector's Report as presented.*

The Board reviewed and discussed July/August, 2018, Tax Collector's Report. Key reports included fiscal year-to-date tax collections and sewer use collections.

Following the review, on a motion made and seconded by Kirschner/Desiderato, it was unanimously VOTED TO:

*Accept the July/August, 2018, Tax Collector's Report as presented.*

### **First Selectman's Report**

None.

### **Policy Revision**

The Board reviewed and discussed the Town's Debt & Fund Balance Policies to incorporate two new policies: Debt Management and Fund Balance. Drafts of both policies were distributed in advance of the meeting. The Board will continue to review.

### **Executive Session**

None.

### **Adjournment**

Chairman DiNicola then asked if there was any further business to come before the Board. There being no further business, on a motion made and seconded by Mullen/Brault, at 8:59 p.m. it was unanimously VOTED TO:

*Adjourn the meeting.*

Respectfully submitted,

Don Desiderato, Acting Secretary